

POLICE RECRUITMENT CIVIL SERVICE COMMISSION

221 3rd Street SW
Canton, OH 44702



Photo Courtesy of Jeff Keirn

INTERESTED IN BECOMING A POLICE OFFICER?

The Canton Police Department is seeking individuals who wish to make a positive impact within the community they serve. Apply today and take the first step towards becoming a Police Officer. Work every day to make a difference, encourage growth, and create change in your community!

Change Starts With You!

CONTENT:

- 2. City Info
- 3. Canton Police Department
- 5. Salary/Benefits
- 7. Application Details
- 9. The Civil Service Commission
- 10. Contact Info



CANTON, OHIO



CITY INFORMATION:

Canton is a city in, and the county seat of, Stark County, Ohio. It is located approximately 60 miles south of Cleveland and 20 miles south of Akron in Northeast Ohio. Canton is chiefly notable for being the home of the Pro Football Hall of Fame and the birthplace of the National Football League. Canton is also home to the William McKinley National Memorial in honor of our 25th President.

Canton is currently experiencing an urban renaissance, anchored by its growing and thriving arts district centrally located in the downtown area. Several historic buildings have been rehabilitated and converted into upscale lofts, attracting thousands of new downtown residents into the city. One of downtown Canton's newest editions, Centennial Plaza, is a vibrant hub for community events and social activities.

POPULATION: 71,000



COUNTY: STARK



CANTON POLICE DEPARTMENT



OUR MISSION

The mission of the Canton Police Department is to protect the lives and properties of the citizens of Canton, enforce all city, state, and federal laws, prevent crime and educate the public. We, the men and women of the Canton Police Department, shall perform these duties with honesty and fairness through strong leadership and continuous training. We will strive to serve as role models for the community, applying professional standards and commitment to integrity, sensitivity, and compassion to those we serve.

OUR GUIDING PRINCIPLES

Officers of the Canton Police Department abide by six major guiding principles. They are as follows:

1. To be a progressive, proactive organization, dedicated to safety and serving the needs of the community.
2. To be responsive and accountable to the citizens of Canton through the chain of command and the city's administration.
3. To promote the professional and personal growth of each employee through strong, fair, flexible leadership.
4. To create an environment in which employees can attain the highest degree of creativity, productivity, and a sense of morale.
5. To maintain a spirit of cooperation within the department and between Labor Unions and other representative organizations.
6. To be fair, honest, and display common sense in all actions.

Change Starts With You!

"I joined the Canton Police Department because I wanted to help people. I also like the fact that there are opportunities to move into different positions like the Community Involvement Unit, Special Investigations, the Detective Bureau, K-9 Unit, and promotional opportunities."

CANTON POLICE DEPARTMENT



DEPARTMENT INFORMATION:

The Canton Police Department has approximately 170 Officers and 30 non-sworn personnel who are active in many facets of policing and are progressive in seeking the latest in technology and training to complete our mission of serving the Hall of Fame City. Our police family has the opportunities of a large city while instilling that unparalleled feeling of a small hometown. Opportunities for movement include Patrol Operations, Detective Bureau, K-9 operations, Community Involvement Unit, SWAT, Vice, Crime Scene Investigations, Real-Time Crime Analyst, Training Bureau, Federal Task Forces, and Metro-Narcotics operations. Promotional exams are conducted as positions are vacated. Our Officers are from all different backgrounds and serve in a variety of roles. They love what they do, and you could too!

Change Starts With You !



SALARY AND BENEFITS



STARTING SALARY INFORMATION:

Starting Salary Rates for Police Officers:

\$39,000 without OPOTA Certification

\$40,000 with OPOTA Certification

\$43,350 after 13 months

Effective upon the effective date of the 2022 CPPA Collective Bargaining Agreement, probationary Police Officers shall be paid \$51,500 during their probationary period.

CONTRACTUAL INCENTIVES:

- Department will pay to send recruits to get OPOTA Certified
 - OPOTA Certification is **NOT** required in order to apply to be a Police Officer
- Other Benefits Include:
 - Uniform allowance
 - Tuition assistance (career-related field)
 - Ammunition allowance
 - Physical fitness incentive
 - Premium pay for Hall of Fame festivities

Change Starts With You!

"I joined the Canton Police Department because I wanted a job where I could make an impact on other people's lives. I want people to feel safe and know that there truly are people that care about them and their welfare. I like that the job has variety and that no two days are the same. I love helping others and this job is the perfect job for that. It is extremely rewarding!"

SALARY AND BENEFITS



BENEFITS:

City of Canton Police Cadets and their eligible dependents become eligible for comprehensive health benefits on the first day of the month following 60 days of employment. Health benefits include hospitalization, outpatient services, prescription coverage, dental and vision coverage, and group life insurance.

Time off benefits includes paid vacation, paid holidays, and paid sick leave. Other benefits include a uniform allowance, longevity pay, physical fitness incentive, tuition assistance (career-related field), shift-differential pay, and premium pay for Hall of Fame festivities. All Safety Forces (Police and Fire) become members of the Ohio Police and Fire Pension (OP & F). For additional information regarding benefits, contact the Human Resources Department at 330.438.4136.

Full benefits information can be found at:

www.cantonohio.gov/287/Collective-Bargaining-Agreements

Change Starts With You!



APPLICATION DETAILS

JOB REQUIREMENTS:

- **Age:** 21 to 34 (No officer will be appointed after their 35th birthday)
- **U. S Citizen:** Yes (or declared for citizenship)
- **Driver's License:** Valid driver's license
- **Vision:** Vision correctable to 20/20 with normal color vision.
- **High School Grad/GED:** Must have a high school diploma or GED
- **Background:** May not have any felony convictions
- **College:** Not required but a bonus will be added to your entrance exam for Associate's or Bachelor's degrees
- **Academy Certification:** Not required but preference will be given to any applicant that has a current Ohio Peace Officer Training Academy (OPOTA certification or Peace Officer Certification from another State that is reciprocal to Ohio's requirements). The City of Canton will pay your salary and pay for your training at the police academy if selected for hire.
- **Testing Bonuses for Police Officer:** Ohio Peace Officer certification is 20% score bonus, Veteran bonus up to 20%, college bonus for Bachelor's 20%, Associate's Degree 10%. Maximum of 20% bonus for passing score. Equal Opportunity Employer. Documents for bonus credit must be received with the application.
- **Necessary Certifications:** Must have or be able to complete the required Ohio Peace Officer Training Academy (OPOTA) Basic Police Training Certification.

STEPS TO APPLY:

1. Fill out an application on governmentjobs.com. Upload a copy of your driver's license and any other supporting documentation before submitting the application. Required documentation includes driver's license, school transcripts, DD-214 (if applicable), OPOTA certificate (if applicable).
2. The Canton Civil Service staff will review your application. If you meet the minimum requirements and have all necessary documentation uploaded, your name will be referred to National Testing Network and you will be invited to take the Police Officer FrontLine exam.
3. You will be required to fill out the Personal History Questionnaire on the National Testing Network website.

TESTING PROCESS:

The testing process will consist of two components. The two components are a written examination, administered by the National Testing Network, and a physical agility test, which will be scheduled at a later date. In order to take the physical agility test, you must have passed the written examination. You will also need to receive medical clearance from a physician in order to take the physical agility test. The written examination will count as 100% of your total grade. The physical agility test is a pass/fail. **APPLICANTS MUST PASS BOTH COMPONENTS TO BE CONSIDERED.** The only exception is those who show proof of OPOTA certification; they do not have to take the physical agility test. An applicant's overall passing score plus bonus credits shall be the basis for the ranking of candidates on an eligibility list. Bonus credits shall be added *only* if the candidate passes *both* test components.

ALL TESTING THROUGH THE NATIONAL TESTING NETWORK MUST BE COMPLETED BY Friday, February 18th, 2022.

RATING:

Your name will be placed on a list of eligible candidates upon receiving a passing score. Once the list has been established, your name will remain on the list for a period of one (1) year, or until the position is closed.

APPLICATION DETAILS

HIRING PROCESS:

Completion of the entry-level testing process through the National Testing Network that meets the minimum passing score of 62.5%, physical agility test (non-certified applicants only), background investigation, board interview, Chief's interview, voice stress analysis, psychological/ personality test, physical and drug screen.

TESTING BONUSES FOR POLICE OFFICERS:

OPOTA certification is 20% score bonus, veteran bonus (see below), college bonus for Bachelors 20%, Associates Degree 10%. Maximum of 20% bonus for passing score.

IMPORTANT NOTICE TO VETERANS:

As provided in ORC 124.23C, any person who has completed service in the uniformed services, who have been honorably discharged from the uniformed services or transferred to the reserve with evidence of satisfactory service, and who is an Ohio resident and any member of a reserve component of the armed forces of the United States, including the Ohio National Guard, who has completed more than 180 days of active duty service pursuant to an executive order of the President of the United States or an act of Congress of the United States may file with the director a certificate of service or honorable discharge (DD-214 - Long version), and upon this filing, the person shall receive an additional credit of twenty percent (20%) of the person's total grade given in the examination in which the person receives a passing grade. A member in good standing of a reserve component of the armed forces of the United States, including the Ohio National Guard, who successfully completes the member's initial entry-level training shall receive a credit of fifteen percent (15%) of the person's total grade given in the examination in which the person receives a passing grade. Applicants are solely responsible for making Commission staff members aware of previous filings of discharge papers by the application deadline if bonus credit is to be claimed.

NOTICE OF DRUG TESTING REQUIREMENT:

Pursuant to Civil Service Rule IV (16), applicants are hereby advised that the position of employment being examined for has been declared as "safety-sensitive". Accordingly, eligibility is not considered final until drug testing has been successfully completed with a negative result. Applicants who refuse to submit to drug testing or submit and fail such testing will be removed from all safety-sensitive eligibility lists upon which their name appears for a period of one year or until the eligibility list(s) expire(s), whichever is shorter. Reinstatement to eligibility list(s) shall be contingent upon successfully passage of drug testing under the Commission's control at applicant expense.

NOTICE OF BACKGROUND INVESTIGATION:

Be advised that candidates will be subjected to a confidential background investigation, including, but not limited to, a criminal record check and driving record check.

EQUAL EMPLOYMENT:

All qualified applicants will receive consideration for appointment without regard to race, religion, color, national origin, sex, political affiliation, age, type of disability, or any other non-merit factor.

Contact Canton Civil Service for any questions regarding the application process at (330) 489-3360.

CIVIL SERVICE COMMISSION

WHO ARE WE?

The Canton Civil Service Commission is the primary contact point for candidates seeking employment with the City of Canton. Discover careers in IT, finance, engineering, labor, health, safety, and so much more! Nearly all employees within Canton City government found their start through the Canton Civil Service Commission.

COMMISSION MEMBERS:

- Edmond Mack
- Ralph Lee
- Albert "Chip" Conde
- Mariella Mestel

WHAT DOES THE COMMISSION DO?

The Commission prescribes, amends, and enforces rules for the classification of positions in the civil service of the city, city schools, and city health districts. The rules apply to appointments, promotions, removals, transfers, layoffs, suspensions, reductions, and reinstatements of all the above positions. The Commission also creates and enforces rules to ensure the standardization of these positions and maintain efficiency in them.

HOW DO I GET A JOB IN THE CITY?

- **APPLY:** Search and apply for jobs on www.governmentjobs.com
- **TEST:** Complete the required testing through the Civil Service Commission.
- **RANK:** Once all steps are completed, candidates will be ranked on an eligibility list according to their performance in the previous steps.
- **INTERVIEW:** Complete a series of interviews through the appropriate departments.
- **HIRE:** Start your new career working for the City of Canton!

Right Person Right Job!



CONTACT INFORMATION



POLICE RECRUITMENT:

Sergeant Craig Riley

Phone: 330-438-4441

Email: craig.riley@cantonohio.gov

Address: 221 3rd Street SW

Canton, OH 44702

CIVIL SERVICE COMMISSION:

Director Sam Sliman

Phone: 330-489-3360

Email: jobs@cantonohio.gov

Address: 218 Cleveland Ave SW, 3rd Floor

Canton, Ohio 44702

Change Starts With You!

